



The City of Liberty Hill

P O Box 1920, Liberty Hill, Texas 78642
Phone: (512) 778-5449 Fax: (512) 778-5418

FOR OFFICE USE ONLY

CASE NO.: _____

DATE SUBMITTED: _____

TIME: _____

STAFF: _____

2015 MOBILE FOOD VENDOR APPLICATION

Check one:

☐ One-Day Permit (\$20)

☐ 30-Day Permit (\$100)

☐ 6-Month Permit (\$400)

The following items must be submitted for the application to be considered for review.

MINIMUM SUBMITTAL REQUIREMENTS

- ☐ \$20 - \$400 Application Fee (see above)
- ☐ Application completed in full. This application form provided by the City of Liberty Hill must be used and may not be adjusted or altered. Please attach pages if additional information is provided.
- ☐ Proof of current liability coverage
- ☐ Written Permission from private property owners / representatives (not required for public property)
- ☐ Addresses and graphical description of sales locations
- ☐ Written authorization to operate in a Food Service Establishment
- ☐ Copy of sales tax permit
- ☐ Copy of Food Handler's Permit from Williamson County & Cities Health District (WCCHD)
- ☐ Copy of each employee's driver's license
- ☐ Photos of Mobile Vending Unit

A Mobile Food Vendor permit must be issued to the Applicant from the Williamson County & Cities Health District (WCCHD) prior to approval of this application.

BUSINESS OWNER INFORMATION

Name: _____

Driver's License No.: _____

Business Name: _____

Sales Tax No.: _____

Business Tax Identification No.: _____

Street Address: _____

City: _____

Zip Code: _____

State: _____

E-mail: _____

Phone No.: _____

Fax No.: _____

VENDOR CONTACT INFORMATION (Primary Contact for the mobile food vendor unit while in route)

Name: _____

Street Address: _____

City: _____

Zip Code: _____

State: _____

E-mail: _____

Phone No.: _____

Fax No.: _____

FOOD SERVICE ESTABLISHMENT INFORMATIONName of
Business: _____

Phone No.: _____

Street Address: _____

UNIT INFORMATION

Make: _____

Model: _____

Year: _____

Vehicle Identification No.: _____

License Plate No.: _____

Color of unit: _____

Description of Edible Goods being sold:

Description of signage (banners require a separate permit):

LIST OF EMPLOYEES

Employee Name	Employee Food Handler Permit #
1)	
2)	
3)	
4)	
5)	
6)	
7)	
8)	
9)	
10)	

As the employer of individuals whose names are listed in this application, I accept the responsibilities imposed by State Law for the acts of my employees. (Initial) _____

Has the applicant or any employee listed been found guilty of one of more criminal offenses involving crimes against property and / or a felony by any Court in this State or any other State?

☐ Yes ☐ No

If "yes", identify the individual, offense, State of conviction and penalty imposed:

Does the applicant or any employee listed have any unpaid civil judgments against him / her in any State of US possession arising from a business activity which would have been covered in this Section?

☐ Yes ☐ No

A copy of Chapter 39 of the Texas Business and Commerce Code has been made available to me, the applicant. (Initial) _____

A copy of the City Ordinance for Mobile Food Vendors has been made available to me, the applicant. (Initial) _____

STATE OF TEXAS

COUNTY OF WILLIAMSON

Before me, the undersigned Notary Public, on this day personally appeared _____, who, after being duly sworn, stated under oath that he / she has read the above statements and that every statement contained herein is within his / her personal knowledge and is true and correct.

Signature of Applicant

Title

SUBSCRIBED AND SWORN TO BEFORE ME on this _____ day of _____, 20____.

Notary Public in and for the State of Texas

**MOBILE FOOD VENDOR MINIMUM REQUIREMENTS
CITY ORDINANCES MUST BE MET
INCLUDING BUT NOT LIMITED TO THE FOLLOWING:**

- ☐ 1. State of Incorporation or filing of a partnership or articles of association for the Mobile business.
- ☐ 2. Copy of Charter or Articles of Incorporation and current listing of directors, partners, or principles (if applicable). .
- ☐ 3. A statement as to the location of the goods at the time of permitting and sale, and proof of product origin and a bill of sale for those goods (upon Staff's request).
- ☐ 4. Copy of permits to do business in Texas
- ☐ 5. Copy of the Williamson County & Cities Health District permit issued to the Mobile Food Establishment.

When this application has been deemed complete by Staff of the Planning Department and Planning & Zoning Commission, the applicant will be contacted. Application approval is based upon compliance with the Mobile Food Vendor Ordinance and with WCCHD requirements.

9/3/2015